

~~TOP SECRET~~

ML 232

DEPUTIES' MEETING

Wednesday, 18 November 1953

PRESENT: Mr. Dulles, General Cabell, Mr. Wisner, Colonel White, Messrs. Kirkpatrick, Helms, Sheldon, General [redacted] 50X1

Mr. Dulles:

a. Raised the question of notification to the field of impending visits of individual Members of Congress and Congressional Committees, and after some discussion as to how this problem should be handled.

c. Approved DD/P's recommendation that a cable from the Senior Representative, [redacted] be shown to [redacted] 50X1
Mr. Wisner undertook to have [redacted] follow through on this. 50X1

Colonel White:

a. Raised the question of personnel required for duty on the Saturdays after Christmas and New Year's, and whether or not these days should be treated as "regular Saturdays". Mr. Sheldon noted he planned to have his office covered on each Saturday, however, arrangements had been made for his people to receive the benefit of one long weekend during the Christmas season. The Director said this appeared to be an excellent solution and asked that this matter be put on the Agenda for discussion at the next AD's Meeting.

b. Referred to the discussion at the Deputies' Meeting on Monday, 16 November, respecting CIA contributions to the Community Fund and noted that we were approximately \$3.00 short per individual employee in comparison with other Government agencies. The Director asked that the Deputies bring this to the attention of their appropriate key men with a view toward raising our contributions to the Fund.

~~TOP SECRET~~

JHE

DD/A DAILY ACTION SUMMARY

18 November 1953

<u>Originating Office</u>	<u>Subject</u>	<u>Action</u>
RS/PRC 50X1 50X1 50X1	Three sign-off sheets, "To create and maintain an [redacted] FY 1954", and "To authorize FY 1954 funds for the operational programs of the [redacted] (excluding 10), [redacted] and DD/P Admin-CM." ER-4-8529 8527 TS 77825 (No. 1 of 12)	All papers concurred in by A-DD/A 17 Nov 53. Carried by hand to DD/I Office. 50X1
50X1 EO/DDA:JSW 50X1 17 November 1953	Memorandum for the C/RCS. subject: "Proposed Regulation [redacted] re publication of proposed notice, suggesting inquiring of Security Office in 60 days re appropriateness of publishing subject." ER-4-8563	Signed by JSW. Fwded to C/RCS with his entire file relating to subject. 1 cc SO, 2 DD/A sub. and chrono.
General Counsel	News clippings on Social Security for Armed services.	Noted by JSW & fwded to A-PD, for information.
A-DD/A	Blue memorandum for the DCI, attaching copy of "Monthly Personnel Statistical Review", and charts showing results of studies on the statistics. ER-4-8581	Signed by A-DD/A Handcarried to DCI Office. Copy of memo in DD/A chrono.
SA/IG 50X1	Sign-off sheet titled "To provide adequate, fire-proof and secure housing for TSS". ER-4-8528	50X1 Returned by hand to Mr. [redacted] per his request.
50X1 SA/DDA: [redacted] 50X1 28 October 1953	Memorandum for the A-DD/A, subject: "Implementation of [redacted] REGULATORY ISSUANCES" recommending action as set forth in the memo in regard to [redacted] ER-4-8566 50X1	Noted by A-DD/A. O&I returned to [redacted] w/note that this appears to be duplication of function of RCS. Copy of buck slip in DD/A chrono.
A-Personnel Director 13 November 1953	Memorandum for the A-DD/A, subject: "Proposed Letter to Kaplan Committee" w/att proposed letter for DD/A signature. ER-4-8475 8476	O&I w/att O&I returned to A-PD for correction & resubmit, fwded by DCK via Mr. [redacted] 50X1

SECRET

Originating Office

Subject

Action

Chief/Medical Staff
17 November 1953

Memorandum for the DD/P thru A-DD/A, subject:
"Authorization for Overseas Travel" for Dr. []
[] attached travel order for approval.
50X1 ER-4-8564 50X1

Approved by A-DD/A
17 Nov 53. O&3 by
hand to DD/P by
MO. Travel order
approved & given
to MO for process-
ing. 1 cc- DD/A
chrono.

Personnel Office

Memorandum for the DCI, subject: "Personnel
Statistical Program and Highlights" for A-DD/A
signature, with attached file on Grade Analysis
by Fiscal Years 1948 thru 1953.
ER-4-7388

O&6 w/atts return-
ed to A-PD by DCK.
Memo not used, cpy
of transmittal
slip in DD/A
chrono.

50X1 EO/DDA:JSW
17 November 1953

Memorandum for the Record, re Weekly Status Re-
port for GSO, stating that [] was request-
ed to fwd to this Office as soon as possible out-
line re surveying and installing records program
within FBID; and collect handbooks from other
Govt. agencies in preparation for CIA handbook,
"A Writer's Handbook", and after discussing with
training, report to this Office for recommenda-
tions.

Signed by JSW.
Orig. fwded. 2 -
DD/A chrono & sub
1 Chief/GSO

ER-4-8602

Community Chest
Federation
16 November 1953

Government Campaign Unit Bulletin.

50X1

Noted by D&K and
fwded to A-PD.

EE/ADMIN
17 November 1953

[]

Released by A-
DD/A. Sent in
sealed envelope
to Cable desk,
by special mes-
senger.

50X1

50X1

Chief/Logistics
17 November 1953

Memorandum to Mr. [] from Captain []
[] subject: "Shipment of Personal Effects
for the DCI" w/att List of Expenditures.
50X1 ER-4-8560

Noted by RDHH &
fwded to Ass't
to DCI.

SECRET